eDangerous Cargo Free Zone (eDCFZ)

eDCFZ User Manual for Port Operator Module

Prepared by Dagang Net Technologies
Version 1.0

Updated: 21 May 2013

Table of Content

Section 1. Introduction 3
1.1. What is eDCFZ? 3
1.2. How Does eDCFZ Benefit Me? 3
1.3. Requirements To Use eDCFZ 3
1.4. Who Should Read This Publication? 4
1.5. About This Publication 4
1.6. eDCFZ Publications 5
1.7. Support Information 5
1.8. References 5
1.9. Inquiries 5
Section 2. Getting Started With eDCFZ 5
2.1. Log in 6
2.2. Password Recovery 9
2.3. Log Out 10
Section 3. Port Operator 11
3.1. Search 11
3.2. View Dangerous Cargo Declaration 12
3.3. View Free Zone Declaration 13

Section 1. Introduction

1.1. What is eDCFZ?

The eDCFZ system is to enable the Free Zone Authority and the Department of Dangerous Goods to improve the processing and approval of the Free Zone and Dangerous Goods applications within the Port Klang Free Zone via a web portal. The main function of this system is to facilitate the processing of documents of Dangerous Goods and Free Zone. Implementation of eDCFZ will help streamline the trading process in line with the vision of the Port Klang Free Zone Authority and in the anticipation of the government's vision of improving the ease of doing business in Malaysia.

1.2. How Does eDCFZ Benefit Me?

- Improve the processing and clearance time of cargo. Enable the Port Users information transparency for cargo movement in the port.
- Preparation of documents accurately and correctly and on time.
- Regulate documents and trading practices.
- Reduce manual processes, paper usage, transit time and costs.
- Facilitate data sharing with agencies, ports and other government agencies involved.
- Facilitate communication with trading partners through the National Single Window (NSW) and other systems.

1.3. Requirements To Use eDCFZ

eDCFZ is a web based application. Therefore, there is no installation required. All is needed are:

- User is registered with Dagang Net eDCFZ services.
- Personal Computer / Laptop / Notebook installed with web browsers as follows:
  - Internet Explorer version 6 and above
  - Chrome version 10 and above
- Internet Connection

1.4. Who Should Read This Publication?

This publication (or topic collection) is intended eDCFZ.

1. **Agent Registration Module**

   Enabling agents to register online via eDCFZ Portal. Agents are able to view their application status as well upload supporting document if requested by Port Kelang Authority (PKA).

2. **Administrator Module**

   Enable the PKA administrator to maintain master data for eDCFZ application

3. **Dangerous Cargo Module**

   Enable the Dangerous Goods Department users to perform backend approval for Dangerous Cargo declaration.

4. **Free Zone Module**

   Enable the Free Zone Department users to perform backend approval for Free Zone declaration.

5. **Other Government Agencies (OGA's) Module**

   Enable the OGA's to provide permit endorsement for Dangerous Cargo and Free Zone Declaraations.

6. **Port Operator Module**

   Enable the Port Operator to view the declaration status and release the cargo based on the status.

7. **Report Module**

   Enable the PKA officers to generate transaction reports

1.5. About This Publication

This publication documents is to provide overview on how Port Operator manage maintenance view for eDangerous Cargo Free Zone (eDCFZ) and deeper understand eDCFZ System with step by step help.

1.6. eDCFZ Publications

Get the right publications based on your eDCFZ service subscription by referring to the table 1.

Publication Title
eDCFZ User Manual For Administrator
eDCFZ User Manual For Agent
eDCFZ User Manual For Free Zone
eDCFZ User Manual For Dangerous Cargo
ePe eDCFZ User Manual For Report

1.7. Support Information

Should there are any issues arise from using eDCFZ, please contact Dagang Net's Careline;

1.8. References

None

1.9. Inquiries

If you have questions or comments regarding this document, please contact:

Name: Saraswathi Sandren

Position: System Analyst

Department: Technology Division

Email: saraswathi@dagangnet.com

Section 2. Getting Started With eDCFZ

2.1. Log in

Before logging in, you must ensure that you have the correct username and password.

- You may login via https://edcfz.pka.gov.my
- eDCFZ is supported by Internet Explorer 6 or higher.

To login, please follow the steps below:

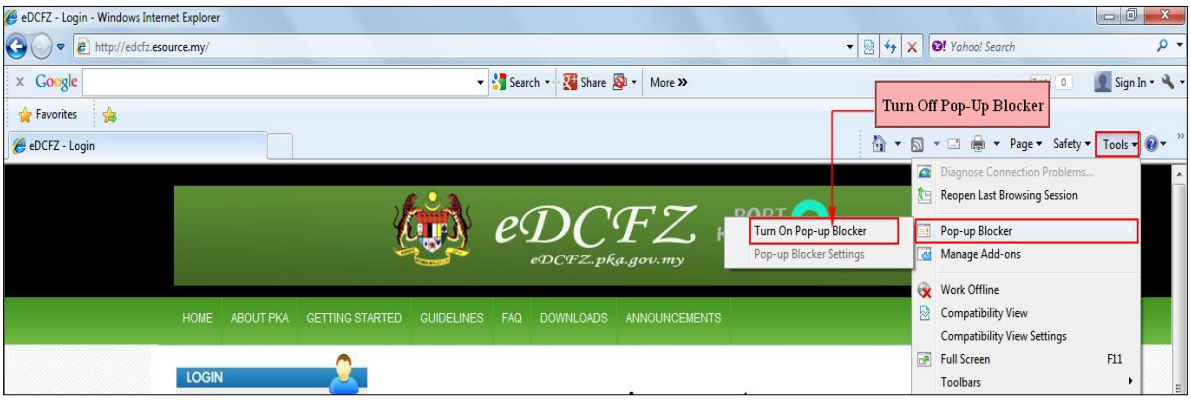
Step 1 Launch Internet Explorer Browser

1. In your PC desktop, double click the Internet Explorer (IE) to launch it.

Step 2 Enter URL (Uniform Resource Locator) At Address Bar

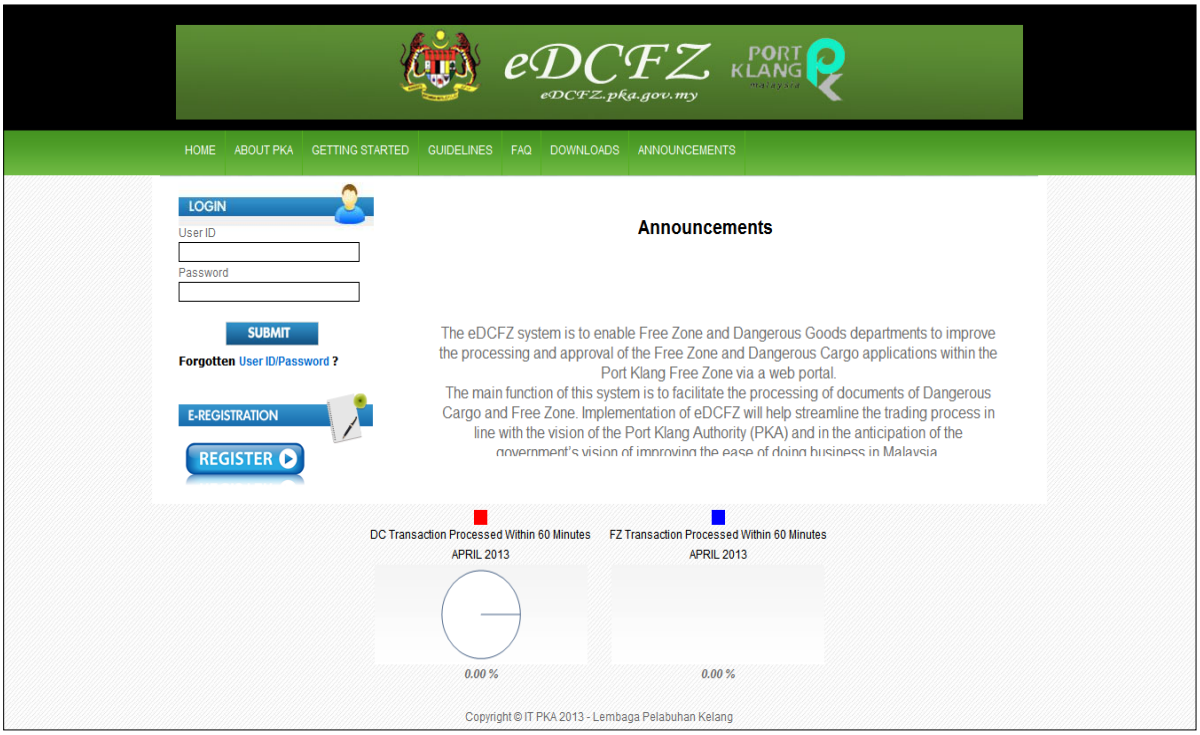
1. In Internet Explorer, go to address bar.
2. Enter: https://edcfz.pka.gov.my

Step 3 Disabling Pop up Blocker

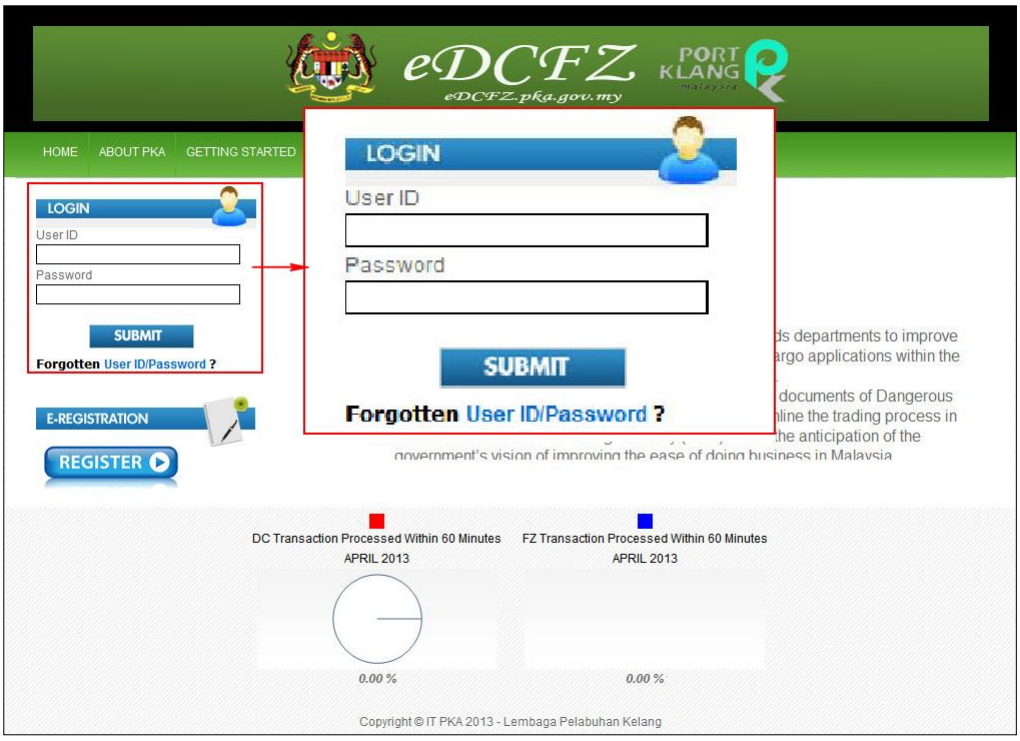


1. From the toolbar, select Tools > Pop-up Blocker > Turn off Pop-up Blocker to disable the Pop-up Blocker.

Step 4 eDangerous Cargo Free Zone (eDCFZ) Front Page

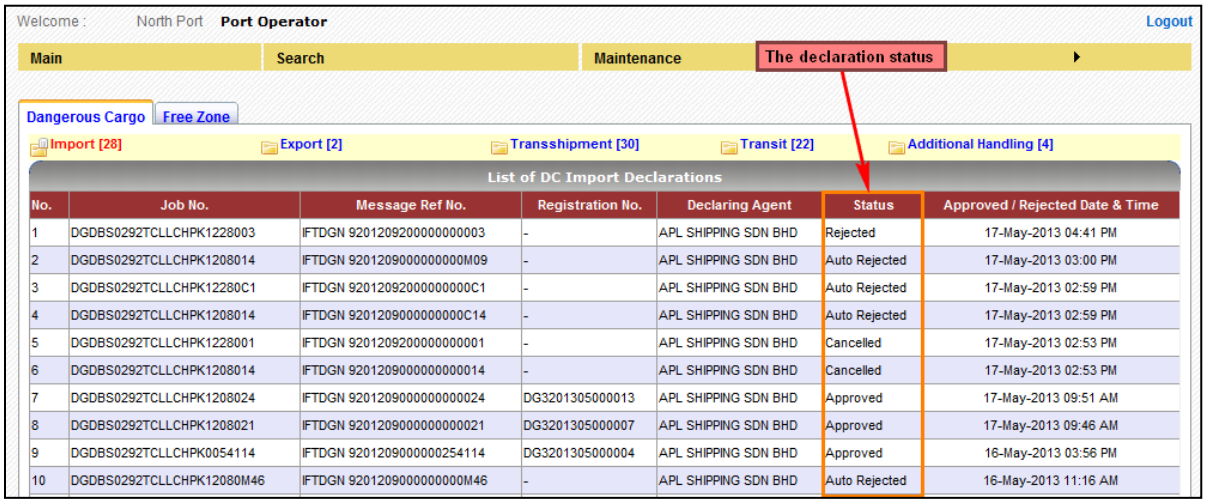

eDCFZ
eDCFZ.pka.gov.my
PORT KLANG
HOME
ABOUT PKA
GETTING STARTED
GUIDELINES
FAQ
DOWNLOADS
ANNOUNCEMENTS
LOGIN
User ID
Password
SUBMIT
Forgotten User ID/Password ?
E-REGISTRATION
REGISTER
Announcements
The eDCFZ system is to enable Free Zone and Dangerous Goods departments to improve the processing and approval of the Free Zone and Dangerous Cargo applications within the Port Klang Free Zone via a web portal.
The main function of this system is to facilitate the processing of documents of Dangerous Cargo and Free Zone. Implementation of eDCFZ will help streamline the trading process in line with the vision of the Port Klang Authority (PKA) and in the anticipation of the government's vision of improving the ease of doing business in Malaysia
DC Transaction Processed Within 60 Minutes
APRIL 2013
FZ Transaction Processed Within 60 Minutes
APRIL 2013
0.00 %
0.00 %
Copyright © IT PKA 2013 - Lembaga Pelabuhan Kelang

1. You may seen the **LOGIN** in the left hand side of eDCFZ FrontPage as shown below;



Step 5 Enter Username and Password

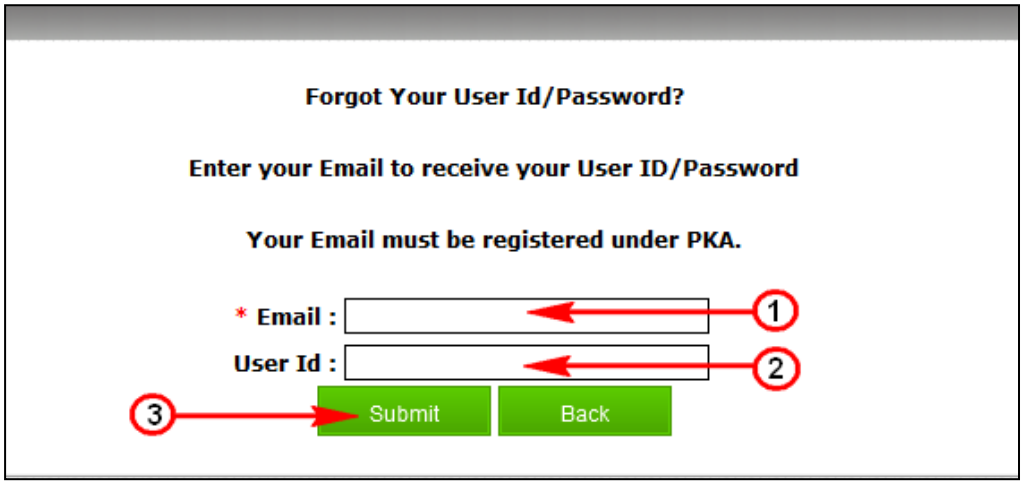
1. Enter User ID field.
2. Enter Password field.
3. Click on the SUBMIT button to access the system.
4. The main screen of system will display.



No.	Job No.	Message Ref No.	Registration No.	Declaring Agent	Status	Approved / Rejected Date & Time
1	DGDBS0292TCLLCHPK1228003	IFTDGN 9201209200000000003	-	APL SHIPPING SDN BHD	Rejected	17-May-2013 04:41 PM
2	DGDBS0292TCLLCHPK1208014	IFTDGN 92012090000000M09	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 03:00 PM
3	DGDBS0292TCLLCHPK12280C1	IFTDGN 9201209200000000C1	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 02:59 PM
4	DGDBS0292TCLLCHPK1208014	IFTDGN 92012090000000C14	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 02:59 PM
5	DGDBS0292TCLLCHPK1228001	IFTDGN 9201209200000000001	-	APL SHIPPING SDN BHD	Cancelled	17-May-2013 02:53 PM
6	DGDBS0292TCLLCHPK1208014	IFTDGN 9201209000000000014	-	APL SHIPPING SDN BHD	Cancelled	17-May-2013 02:53 PM
7	DGDBS0292TCLLCHPK1208024	IFTDGN 9201209000000000024	DG3201305000013	APL SHIPPING SDN BHD	Approved	17-May-2013 09:51 AM
8	DGDBS0292TCLLCHPK1208021	IFTDGN 9201209000000000021	DG3201305000007	APL SHIPPING SDN BHD	Approved	17-May-2013 09:46 AM
9	DGDBS0292TCLLCHPK0054114	IFTDGN 9201209000000254114	DG3201305000004	APL SHIPPING SDN BHD	Approved	16-May-2013 03:56 PM
10	DGDBS0292TCLLCHPK12080M46	IFTDGN 92012090000000M46	-	APL SHIPPING SDN BHD	Auto Rejected	16-May-2013 11:16 AM

2.2. Password Recovery

1. Click User ID/Password hyperlink to create new password.
2. Password screen recovery screen appear.

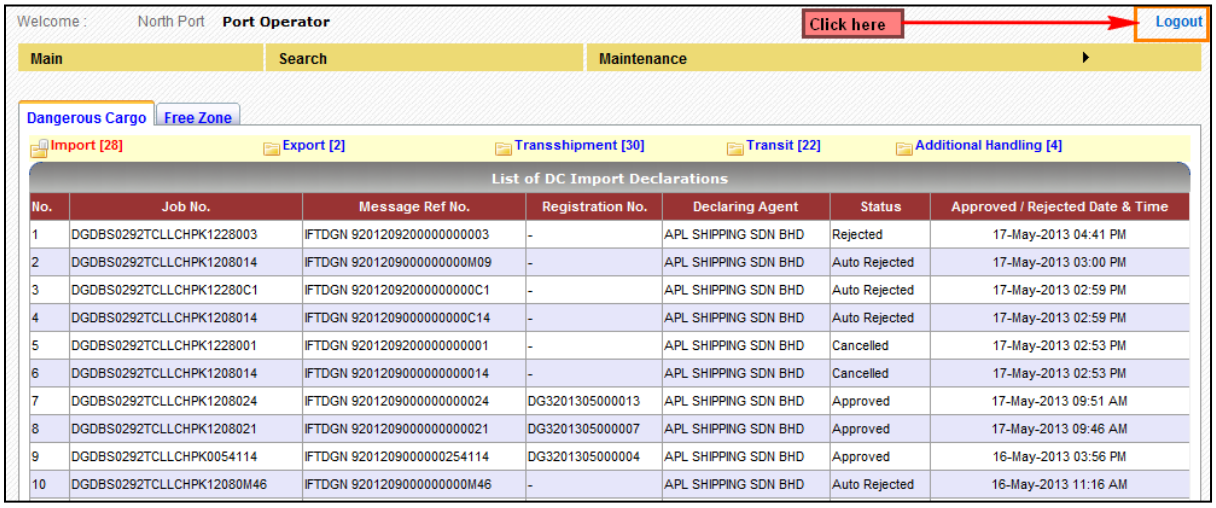


1. Enter Email field.
2. Enter User Id field.
3. Click on the Submit button to receive the email with login information.

2.3. Log Out

Once done with the declaration approval tasks, you are advised to logout from eDCFZ.

To logout, please follow the steps below:



No.	Job No.	Message Ref No.	Registration No.	Declaring Agent	Status	Approved / Rejected Date & Time
1	DGDBS0292TCLLCHPK1228003	IFTDGN 9201209200000000003	-	APL SHIPPING SDN BHD	Rejected	17-May-2013 04:41 PM
2	DGDBS0292TCLLCHPK1208014	IFTDGN 920120900000000M09	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 03:00 PM
3	DGDBS0292TCLLCHPK12280C1	IFTDGN 9201209200000000C1	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 02:59 PM
4	DGDBS0292TCLLCHPK1208014	IFTDGN 920120900000000C14	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 02:59 PM
5	DGDBS0292TCLLCHPK1228001	IFTDGN 9201209200000000001	-	APL SHIPPING SDN BHD	Cancelled	17-May-2013 02:53 PM
6	DGDBS0292TCLLCHPK1208014	IFTDGN 9201209000000000014	-	APL SHIPPING SDN BHD	Cancelled	17-May-2013 02:53 PM
7	DGDBS0292TCLLCHPK1208024	IFTDGN 9201209000000000024	DG3201305000013	APL SHIPPING SDN BHD	Approved	17-May-2013 09:51 AM
8	DGDBS0292TCLLCHPK1208021	IFTDGN 9201209000000000021	DG3201305000007	APL SHIPPING SDN BHD	Approved	17-May-2013 09:46 AM
9	DGDBS0292TCLLCHPK0054114	IFTDGN 9201209000000254114	DG3201305000004	APL SHIPPING SDN BHD	Approved	16-May-2013 03:56 PM
10	DGDBS0292TCLLCHPK12080M46	IFTDGN 920120900000000M46	-	APL SHIPPING SDN BHD	Auto Rejected	16-May-2013 11:16 AM

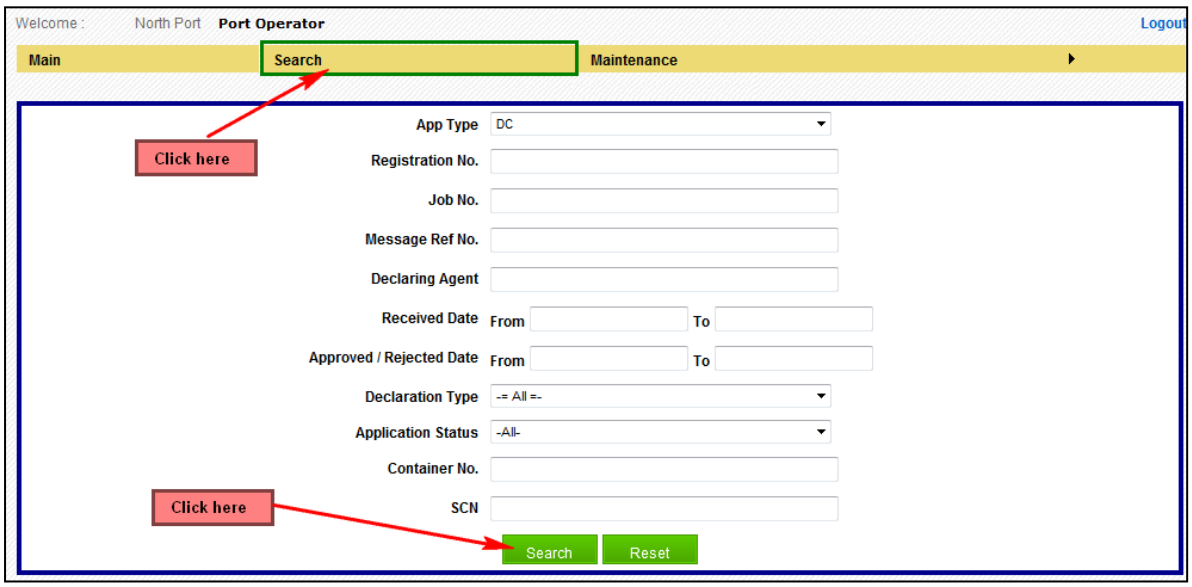
1. Click the **Logout** button to logout from eDCFZ.

Section 3. Port Operator

3.1. Search

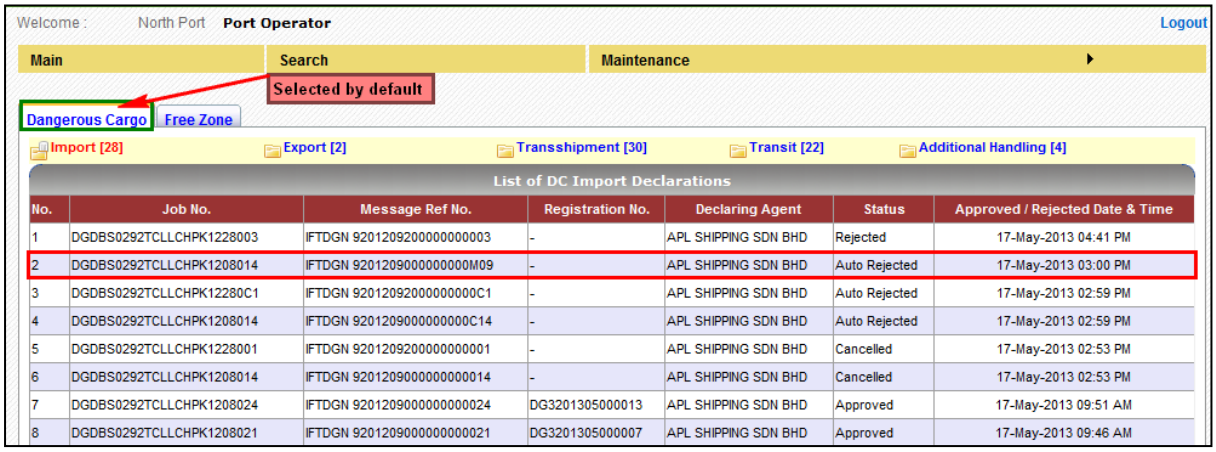
You can search your application by going to the Search screen.

To search, please follow the steps below:



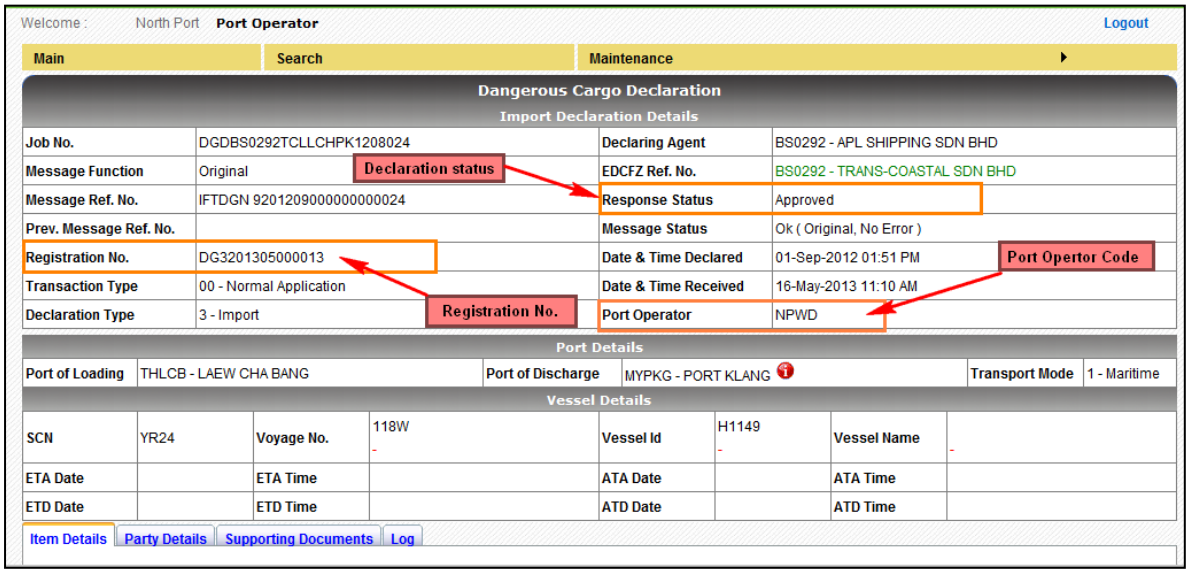
1. Enter field for search.
2. Click on the button to display the searched details.

3.2. View Dangerous Cargo Declaration



No.	Job No.	Message Ref No.	Registration No.	Declaring Agent	Status	Approved / Rejected Date & Time
1	DGDBS0292TCLLCHPK1228003	IFTDGN 9201209200000000003	-	APL SHIPPING SDN BHD	Rejected	17-May-2013 04:41 PM
2	DGDBS0292TCLLCHPK1208014	IFTDGN 920120900000000M09	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 03:00 PM
3	DGDBS0292TCLLCHPK12280C1	IFTDGN 9201209200000000C1	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 02:59 PM
4	DGDBS0292TCLLCHPK1208014	IFTDGN 920120900000000C14	-	APL SHIPPING SDN BHD	Auto Rejected	17-May-2013 02:59 PM
5	DGDBS0292TCLLCHPK1228001	IFTDGN 9201209200000000001	-	APL SHIPPING SDN BHD	Cancelled	17-May-2013 02:53 PM
6	DGDBS0292TCLLCHPK1208014	IFTDGN 9201209000000000014	-	APL SHIPPING SDN BHD	Cancelled	17-May-2013 02:53 PM
7	DGDBS0292TCLLCHPK1208024	IFTDGN 9201209000000000024	DG3201305000013	APL SHIPPING SDN BHD	Approved	17-May-2013 09:51 AM
8	DGDBS0292TCLLCHPK1208021	IFTDGN 9201209000000000021	DG3201305000007	APL SHIPPING SDN BHD	Approved	17-May-2013 09:46 AM

1. By default Dangerous Cargo tab is selected.
2. The Registration No. is not generated for Rejected, Auto Rejected and Cancelled declarations.
3. Click on the declaration listing to view the details.

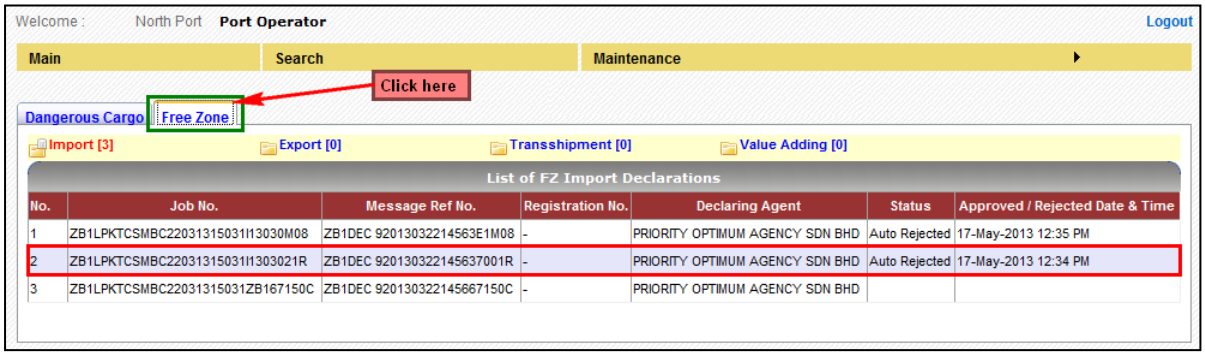


Job No.	DGDBS0292TCLLCHPK1208024	Declaring Agent	BS0292 - APL SHIPPING SDN BHD
Message Function	Original	EDCFZ Ref. No.	BS0292 - TRANS-COASTAL SDN BHD
Message Ref. No.	IFTDGN 9201209000000000024	Response Status	Approved
Prev. Message Ref. No.		Message Status	Ok (Original, No Error)
Registration No.	DG3201305000013	Date & Time Declared	01-Sep-2012 01:51 PM
Transaction Type	00 - Normal Application	Date & Time Received	16-May-2013 11:10 AM
Declaration Type	3 - Import	Port Operator	NPWD

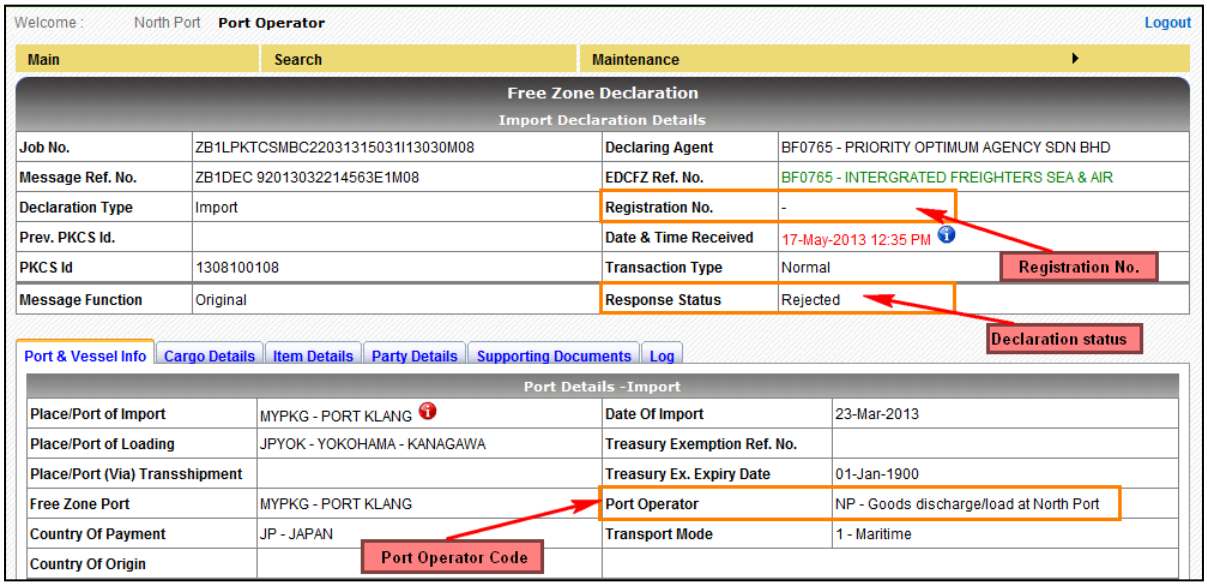
Port of Loading	THLCB - LAEW CHA BANG	Port of Discharge	MYPKG - PORT KLANG	Transport Mode	1 - Maritime

SCN	YR24	Voyage No.	118W -	Vessel Id	H1149 -	Vessel Name	-
ETA Date		ETA Time		ATA Date		ATA Time	
ETD Date		ETD Time		ATD Date		ATD Time	

3.3. View Free Zone Declaration


Welcome : North Port Port Operator
Logout
Main
Search
Maintenance
Click here
Dangerous Cargo
Free Zone
Import [3]
Export [0]
Transshipment [0]
Value Adding [0]
List of FZ Import Declarations
No. | Job No. | Message Ref No. | Registration No. | Declaring Agent | Status | Approved / Rejected Date & Time
1 | ZB1LPKTCSMBC22031315031I13030M08 | ZB1DEC 92013032214563E1M08 | - | PRIORITY OPTIMUM AGENCY SDN BHD | Auto Rejected | 17-May-2013 12:35 PM
2 | ZB1LPKTCSMBC22031315031I1303021R | ZB1DEC 9201303221456370O1R | - | PRIORITY OPTIMUM AGENCY SDN BHD | Auto Rejected | 17-May-2013 12:34 PM
3 | ZB1LPKTCSMBC22031315031ZB167150C | ZB1DEC 9201303221456670C | - | PRIORITY OPTIMUM AGENCY SDN BHD

1. Click on the Free Zone tab.
2. The Registration No. is not generated for Rejected, Auto Rejected and Cancelled declarations.
3. Click on the declaration listing to view the details.


Welcome : North Port Port Operator
Logout
Main
Search
Maintenance
Free Zone Declaration
Import Declaration Details
Job No. | ZB1LPKTCSMBC22031315031I13030M08
Declaring Agent | BF0765 - PRIORITY OPTIMUM AGENCY SDN BHD
Message Ref. No. | ZB1DEC 92013032214563E1M08
EDCFZ Ref. No. | BF0765 - INTERGRATED FREIGHTERS SEA & AIR
Declaration Type | Import
Registration No. | -
Prev. PKCS Id. |
Date & Time Received | 17-May-2013 12:35 PM
PKCS Id | 1308100108
Transaction Type | Normal
Registration No.
Message Function | Original
Response Status | Rejected
Declaration status
Port & Vessel Info | Cargo Details | Item Details | Party Details | Supporting Documents | Log
Port Details -Import
Place/Port of Import | MYPKG - PORT KLANG
Date Of Import | 23-Mar-2013
Place/Port of Loading | JPYOK - YOKOHAMA - KANAGAWA
Treasury Exemption Ref. No.
Place/Port (Via) Transshipment
Treasury Ex. Expiry Date | 01-Jan-1900
Free Zone Port | MYPKG - PORT KLANG
Port Operator | NP - Goods discharge/load at North Port
Country Of Payment | JP - JAPAN
Transport Mode | 1 - Maritime
Country Of Origin
Port Operator Code